



## NEIGHBORHOOD ARTS GRANTS FAQ & APPLICATION INSTRUCTIONS

FISCAL YEAR  
**2022-2023**

PLEASE READ THE INSTRUCTIONS BELOW:

**APPLICATION DEADLINE: Friday, September 16, 2022 at 5 PM**

- 1. What are Neighborhood Arts Grants?** – This program was piloted in 2015 to help ensure that the reach of City of Atlanta dollars expanded into communities through Municipal Support for the Arts investments. Grants of \$500-\$2,400 will be awarded during the FY23 grant cycle.
- 2. Who is eligible to apply?** –Both Neighborhood Associations and Neighborhood Planning Units (NPU) are eligible to apply for funding to support art projects with a demonstrable community improvement element. Neighborhood Associations and NPUs should partner with artists to execute the project. Funding supports artist fees and artist supplies that support the project described in the grant application. Grants will not be made to individuals.
- 3. How do I apply?** – Complete this application along with supplementary materials and submit to the contact address listed at the bottom of the application. **Please submit digital copies only.**
- 4. How much funding should I ask for?** – You may request up to \$2,400 if the request is justified by the project budget.
- 5. How to register with the City’s iSupplier system (this step is ONLY FOR NEW VENDORS)** – Go to [www.atlantaga.gov](http://www.atlantaga.gov) and click on “Doing Business,” then click on the link for “Supplier Registration.” Submit your W-9 to [supplierregistration@atlantaga.gov](mailto:supplierregistration@atlantaga.gov) when you have completed the registration form. Register on behalf of your Neighborhood Association or NPU, not yourself.

- Funding will be awarded to projects that employ any discipline of the visual, literary, sound or performing arts and that are accessible to the general public such as a visual installation, event, demonstration, or performance.
- Priority will be given to proposals serving underserved neighborhoods and welcoming people of all cultural backgrounds, economic status, sexual orientation, gender identity and age.
- NAG funding supports neighborhood arts in the following *two categories*:
  - Neighborhood Activation: this type of project will activate a place within a neighborhood and provide artistic experiences for the community.
  - Neighborhood Collaboration: this type of project will focus on collaborating with the community by actively engaging them in creative exchange.

## APPLICATION: NEIGHBORHOOD ARTS GRANTS

**Deadline: Friday, September 16, 2022 at 5 pm** (LATE APPLICATIONS WILL NOT BE ACCEPTED)

- ❖ Only one (1) application per group can be submitted
- ❖ Application must be typed in 11-point font
- ❖ No handwritten applications

### **A. APPLICANT**

1. Applicant \_\_\_\_\_
2. Mailing Address \_\_\_\_\_ \* Neighborhoods must be located within the City of Atlanta corporate limits.
3. iSupplier vendor number (if already registered as a supplier with City of Atlanta, to register click [here](#) ) \_\_\_\_\_
4. What name did you use to register in iSupplier? \_\_\_\_\_
5. Contact Name and Title/Affiliation \_\_\_\_\_ Artist \_\_\_\_\_
6. Telephone Daytime \_\_\_\_\_ Evening \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_ Website \_\_\_\_\_
7. Atlanta City Council District \_\_\_\_\_ NPU \_\_\_\_\_
8. U.S. Congressional District \_\_\_\_\_
9. Amount requested for this project (max = \$2,400) \_\_\_\_\_
10. Check project type -  Neighborhood Activation or  Neighborhood Collaboration

### **B. PROJECT INFORMATION** (Max: 300 words per answer.)

#### **Artistic Merit:**

1. Give a description of the project you are requesting funding for and its artistic merit (see guidelines). Include any details on community partners, if known.

**Neighborhood Activation:**

- 2. How will the project fulfill the neighborhood activation *or* neighborhood collaboration ideals? Who is your target audience for the project?

**Community Engagement**

- 3. How will this project improve your neighborhood? Be specific.

**Ability to financially use grant effectively**

- 4. How will the grant influence the organization’s capacity to meet the objectives of the proposed project?

## Project Planning

5. What is the execution plan for the project?

The following questions are used to survey the Mayor's Office of Cultural Affairs' customer service application process and gauge areas of improvements.

- Please rate the following questions below regarding the CAS Grant Application process, scale of 1-5: **(1) poor, (2) fair, (3) good, (4) very good and (5) excellent**  
**\*Please fill in below**

1. Ease of application: \_\_\_\_\_
2. Information provided in program guidelines: \_\_\_\_\_
3. Information provided on the OCA website: \_\_\_\_\_
4. In what ways could the OCA application process be approved? (Please fill in)

### **C. CERTIFICATION**

I certify that the information contained in this application is true and correct to the best of my knowledge and belief.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title/Affiliation \_\_\_\_\_

***If you receive funding, your application is subject to disclosure and review by the general public.***

**D. ATTACHMENTS – APPLICANT CHECKLIST – NEIGHBORHOOD ARTS GRANTS**

**\*\*\*ATTACH MATERIAL IN THE ORDER LISTED.**

**ALL APPLICANTS: One (1) copy of each item requested:**

- List of key individuals involved with the project, along with their titles/affiliations and resumes.
- Proof of registration as a supplier with the City of Atlanta, along with vendor/supplier number.
- Complete Neighborhood Arts Grants (NAG) project budget spreadsheet.
- Evidence of artistic quality: images or renderings, links, clips, artist bios or resumes.

**SUBMIT DIGITAL COPIES OF APPLICATION MATERIALS TO:**

Brittnee Buley  
Mayor's Office of Cultural Affairs  
160 Trinity Avenue, SW, Suite 2100  
Atlanta, GA 30303

Call or email with questions: Office: 404-546-6895 Mobile: 404-783-2800/ [bjbuley@atlantaga.gov](mailto:bjbuley@atlantaga.gov)